

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of July 18, 2012**

The City Governing Body met at 9:30 am this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Jorgensen, Commissioner Richards, Commissioner Caylor, Commissioner Ramsey, and Commissioner Reed. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Director of Finance Scott Bird.

Consent Agenda

Commissioner Richards made a motion, seconded by Commissioner Ramsey, to approve the consent agenda. The consent agenda included the agenda, minutes from the June 25 and July 2, 2012 Study Sessions. The motion was considered and upon being put, all present voted aye. The Mayor declared the Consent Agenda duly approved.

Public Comments

None offered at this time.

Declaration

The Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

Dave Sellens Retirement

The Governing Body heard from Fire Chief Jeff Carner who honored Dave Sellens for his contributions to the City. Mayor Jorgensen presented Mr. Sellens with a plaque to recognize his retirement after 34 years of service to the City of Ottawa. Mr. Sellens thanked the City and summarized his career with the City.

Resolution- Allegiance Communications, Inc Franchise

The Governing Body reviewed a resolution amending the Cable Communications Franchise with Allegiance Communications, Inc. Commissioner Ramsey made a motion, seconded by Commissioner Reed, to adopt the resolution.

During discussion it was explained this resolution amends the existing and continuing franchise agreement with Allegiance Communications, Inc. The Governing Body heard from City Attorney Bob Bezek who provided an overview of the amended franchise agreement. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1588-12.

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Sublease-Don Woodward Center with Big Brothers Big Sisters

The Governing Body reviewed a request to approve a sublease at the Don Woodward Community Center between the Ottawa Recreation Commission (ORC) and Big Brothers Big Sisters of Franklin and Anderson Counties. Commissioner Reed made a motion, seconded by Commissioner Caylor, to approve the request.

During discussion it was explained the Don Woodward Center is owned by the City and space is leased to the ORC. As required by the terms of the City's lease, a request has been made to approve a sublease at the Don Woodward Center between the ORC and Big Brothers Big Sisters of Franklin and Anderson Counties.

The Governing Body heard from City Attorney Bob Bezek who reviewed the details of the sublease process with the ORC. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.

Sublease-Don Woodward Center with East Central Kansas Economic Opportunity Corp

The Governing Body reviewed a request to approve a sublease at the Don Woodward Community Center between the Ottawa Recreation Commission (ORC) and East Central Kansas Economic Opportunity Corporation (ECKAN). Commissioner Caylor made a motion, seconded by Commissioner Ramsey, to approve the request.

During discussion it was explained the Don Woodward Center is owned by the City and space is leased to the ORC. As required by the terms of the City's lease, a request has been made to approve a sublease at the Don Woodward Center between the ORC and East Central Kansas Economic Opportunity Corporation (ECKAN). The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.

Capital Improvement Plan for 2012-2017

The Governing Body reviewed a request to approve the Capital Improvement Plan for 2012-2017. Commissioner Ramsey made a motion, seconded by Commissioner Richards, to approve the request.

During discussion it was explained the Planning Commission recommended approval of the Capital Improvement Plan with a 6-0 vote. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.

Contract-Tyler Technologies

The Governing Body reviewed a request to approve a contract with Tyler Technologies for a financial/accounting software system. Commissioner Caylor made a motion, seconded by Commissioner Reed, to approve the contract.

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During discussion it was explained City staff requests approval of a contract with Tyler Technologies for an upgrade to the City's financial/accounting system.

The Governing Body heard from Director of Finance Scott Bird who reviewed details of the selection process and contract and answered questions from the Governing Body. The motion was considered and upon being put, all present voted aye. The Mayor declared the contract duly approved.

Reappointment-KMEA Board of Directors

The Governing Body reviewed a request to authorize the reappointment of Jim Bradley to the Kansas Municipal Energy Agency (KMEA) Board of Directors. Commissioner Reed made a motion, seconded by Commissioner Richards, to approve the request.

During discussion it was explained in accordance with their bylaws, the KMEA calls for the appointment of the Board of Directors every two years. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.

City Manager's Report

The City Manager reported on the following:

- July 18, 2012: Senator Moran's aide will be at Neosho County Community College at 10 am
- July 18, 2012: Joint City/County/USD 290 Luncheon at USD 290 1404 S Ash at Noon

Commissioners' Reports

Commissioner Richards reported on the following:

- He recognized his daughter for her attendance and good behavior during the meeting.

Commissioner Reed reported on the following:

- She reminded citizens to be careful in the heat and reported on 3 heat-related deaths in Kansas.

Commissioner Caylor reported on the following:

- She thanked everyone who participated in Play Day and encouraged them to take part next year.
- She encouraged everyone to participate in National Night Out on July 31, 2012 and reminded citizens to contact the Police Department to come visit with them about safety in the community.

Mayor's Report

The Mayor reported on the following:

- He reminded citizens to stay hydrated and keep cool and reported on 3 deaths and 20 injuries related to the heat.

Announcements

The Mayor announced the following:

- July 18, 2012: Joint City/County/USD 290 Luncheon at USD 260 1404 S Ash at Noon
- July 23, 2012: Study Session at 4 pm
- July 31, 2012: National Night Out at City Park & neighborhoods throughout Ottawa at 6 pm

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 9:57 am.

Carolyn S. Snethen, City Clerk